

GDS Phase 2 Advisory Committee Meeting

5 August 2008

1:30 PM

South Executive Conference Room - Teleconference

Meeting called by: Debi Jackson

Attendees: Debi Jackson, Tim Lord, Barbara Gal, UC Irvine, Eric Thorson, Helen Montag, James Shumate, Lora Jo Bossio, Lorie Trapani, John Bays, Nancy Solyn, Lorie Trapani, , Criag Yamaoto, Daniel Lussier, Louise Jones, Tina Summerville

Please bring:

Agenda

Introduction	Debi
1. Real Time Roster design	All
Open discussion / Summary	Team

Additional Information

Next Meeting 19 August 2008

Review Requirements

The meeting was to review the changes that Helen Yang (CSAC Programmer for Roster) make for the real time Roster. The roster design has been carried over since FAPS and has 5 students per roster. So when a counselor is making changes to each page they have the opportunity to update five students at once. Helen provided handouts and walked through each handout.

The first hand out was for changes for a school change. Helen explained the school change would be real

time and a student would be removed from your roster and would appear on the new school roster. A student could also lose the eligibility for an award. But if a student changes schools then they need to be updated. Lorie from Davis asked about the High School Graduation Update. High Schools have been on Summer break but CSAC has received approximately 500 paper verifications. Schools can send a batch update. CSAC has received most of the verifications from Students updating via WebGrants for students. Bryan will send out another operational memo since schools are coming back in session.

The Advisory Committee liked the school change update but wants the real reason why a school change would reject so they can correct it without doing extra research.

The second hand out was for payments. Helen displayed a student being updated for Fall and Spring. The fall payment failed so Helen wanted to know that since a Fall payment can change the amount of a Spring entitlement amount, does the schools want them both to fail? The members agreed that if Fall fails they both stop. If Fall passes but Spring fails then just fail Spring. The transactions must process sequentially. All failed transactions will be pending on the report. The Rec Type will display a "PTX" to indicate pending. These transactions can be deleted, corrected or staff can do nothing. If staff do nothing, on Friday night at the Weekly processing the records will go through the accept reject reports and be deleted. If staff want to review the pending transactions prior to Friday night processing they can use the Customized roster to retrieve the PTX transactions. From the PTX roster staff can delete, correct or add transactions. This will allow staff to correct transactions without having to wait a week at a time. Members also wanted to receive logical error messages so they understood why it rejected.

Lori asked again for the N/A Status update to be available. She was concerned with students remaining on the roster even if she knows that they won't be attending her school. She can't move them to Not Attending because they are pending due to a high school graduation date not being verified or G6 pending. She wants the ability to move them to the Not Attending roster. Her roster is too long.

Helen will keep the N/A Status as a future defect and work on the current roster changes to get real time roster implemented.

<u>Tasks:</u>	<u>Future Defect</u> - Schools want the ability to move them to the Not Attending roster even if student in pending status. Ben the CSAC programmer will look into this problem
	Some of the rosters are huge due to the number of students and when the schools page through the roster, sometimes the roster freezes up. So they have to close it out, re-open the roster and advance to page 20 or higher. It staff will look into why the roster is freezing up and fix the issue.
	If schools pay student in error and uses their eligibility then the student would be removed from the roster. So schools want CSAC to wait to withdraw students due to no eligibility immediately.
Open Discussion	
Next Meeting	19 Aug 2008

